



25 APR 1979

STAT

MEMORANDUM FOR: Acting Executive Officer, DDA

FROM:
Acting Deputy Director of Security

SUBJECT: Proposed -- Smoking in
Agency-Occupied Buildings and
Facilities

REFERENCE: DDA 79-0578/3 dated 12 April 1979,
same Subject

STA

1. Except for paragraph 4, the Office of Security concurs in Subject notice.

2. Paragraph 4 seems confusing, especially the phrase, "Smoking in open work spaces may be allowed, . . ." It would seem far less ambiguous to have it read: "While smoking in open work spaces will be allowed, supervisors should plan open work spaces so that employees who desire a 'No Smoking' ambience can be accommodated provided:

a. Efficiency of work units will not be impaired.

b. Additional space will not be required.

c. Costly alterations or procurement of additional office equipment will not be necessary."

3. No other changes are seen as necessary.



STA